

SOUTH BUCKS. COUNSELLING

England & Wales · Charity number 1095554

Details

Other names MARLOW PASTORAL FOUNDATION, MPF COUNSELLING

Status Registered

Legal form Charitable company

Company number [04491415](#)

Registered 2003-01-23

Register [View on the Charity Commission register](#)

Contact

Address South Bucks Counselling
The Cottage behind the Hub
Easton Street
High Wycombe
HP11 1NJ

Phone 01494440199

Email enquiries@southbuckscounselling.org

Website www.southbuckscounselling.org

Activities

Objects: TO PRESERVE AND PROMOTE THE MENTAL HEALTH OF PERSONS LIVING WITHIN THE UNITED KINGDOM IN SUCH WAYS AS THE TRUSTEES THINK FIT INCLUDING BUT NOT EXCLUSIVELY BY THE PROVISION OF A COUNSELLING SERVICE TO PROMOTE MATURITY AND WHOLENESS OF PERSONALITY THROUGH A PARTNERSHIP OF PSYCHIATRIC, RELIGIOUS AND COMMUNITY SERVICES; TO CONDUCT STUDY AND RESEARCH INTO METHODS OF TREATMENT OF SUCH PERSONS THROUGH RELIGION AND PSYCHIATRY, AND TO PUBLISH THE USEFUL RESULTS OF SUCH STUDY AND RESEARCH; AND TO EDUCATE AND TRAIN PERSONS IN COUNSELLING SO THAT THEY MAY ASSIST MEDICALLY QUALIFIED CONSULTANTS IN THE TREATMENT OF PERSONS SUFFERING FROM MENTAL DISORDERS.

Activities: The provision of affordable counselling services by professionally trained and supervised counsellors.

Classification

- **How:** Provides Services
- **What:** The Advancement Of Health Or Saving Of Lives
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** PERSONS LIVING WITHIN THE UNITED KINGDOM.
- Buckinghamshire
- Oxfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£86,855	£95,368	-	-
2023-12-31	£58,996	£75,063	-	-
2022-12-31	£82,381	£84,952	-	-
2021-12-31	£73,292	£75,638	-	-
2020-12-31	£73,849	£59,241	-	-

Trustees

Name	Role	Appointed
Claire Sweeney		2024-09-30
Michael Harding		2025-11-12
Pamela Rowan		2025-05-31
Scott Walkinshaw		2022-04-01

SOUTH BUCKS. COUNSELLING

England & Wales - Charity number 1095554

Accounts

SOUTH BUCKS COUNSELLING

Registered charity number 1095554
Registered company number 4491415

Report and financial statements. for the year ended 31 December 2024

Directors' Report for the year ended 31 December 2024

The Directors present their report together with the accounts of the Company for the year ended, 31 December 2024. The accounts comply with current statutory requirements.

Registered Charity Number 1095554

Registered Company Number 4491415

Registered Charity Address: The Cottage behind The Hub, 7 Easton Street, High Wycombe, Bucks, HP11 1NJ

Directors: **Scott Walkinshaw**
Chris Bushnell
Clare Wyatt – resigned July 2024
Penelope Holmes
Nikki Rooke
Claire Sweeney

Secretary & Treasurer **Claire Sweeney**

Bankers
Governing Document
Independent Examiner

NatWest Bank, 22 Market Square, Aylesbury, Bucks HP20 1TR
Memorandum & Articles of Association (22 July 2002)
Jeanette Yeoman

Public Benefit

Having regard to the Charity Commission's guidance, the Trustees consider that the charity provides a public benefit through the provision of a counselling service to the public by professionally trained and supervised counsellors.

Objectives

The charity's objectives are:

- (a) To provide a professional, confidential, and affordable counselling service to persons seeking help for emotional and psychological difficulties, in order to help them to cope with and work through problems and issues and to make positive changes in their life.
- (b) To offer training and development opportunities to qualified and trainee counsellors and to provide forums for those wishing to explore an interest in counselling.

Review of Activities

2024 proved to be a period of transition for South Bucks Counselling.

In July 2024, Clare Wyatt stood down as chair after many years of service with Scott Walkinshaw taking over the role. We welcomed two new trustees – Claire Sweeney and Nikki Rooke and appointed Penny Holmes as SBCs Designated Safeguarding Lead. All trustees have benefitted from training in the fundamental responsibilities of a charity trustee.

In December, Julia Appleton stood down as Clinical Director and was replaced by her deputy, Cath Muston. Amanda Cofek stepped into Cath's role as Clinical Lead, a reflection of SBC's commitment to strong succession planning.

After seeing a steady decline in enquiries since the peak during the Covid19 pandemic, this trend has now reversed, and we are now seeing similar levels of demand for our services that we were seeing before Covid19 in 2020.

We aim to respond to our clients' requests promptly, personally, and within 24 hours, and pride ourselves on not having a waiting list. Client numbers have increased steadily since August 2024 to around 150 per year by December. Adjustments to our intake processes have seen a significant improvement in conversions from 40% of initial enquirers taking up counselling to over 60%.

We continue to plan for further growth and are working to improve the awareness of our service in the local area through collaborations with local GPs and other mental health organisations. We have increased capacity at our counselling centre with both evening and weekend hours available to clients.

Alongside this, we continue to see a growth in both the volume and complexity of cases which has necessitated a renewed focus on safeguarding. This remains SBC's priority as reflected in its strategic risk register and robust risk and safeguarding policies.

The operating environment continues to be challenging. Affordable counselling is a key objective of the agency and trustees continue to balance affordability and sustainability. Increasing client numbers have resulted in a growth in client revenue to around £54,000 per year. Our standard fee for ongoing sessions remains at £45 per session with initial consultations set at £40. These published fees will

typically be discounted based on an assessment of each client's needs and financial circumstances. Our average fee paid per session has started to increase from £31 to over £34.

Donations from grants and foundations fund the difference between the fee paid by the client and the cost of providing the service. This remains a challenge with costs increasing and the availability of grant funding opportunities at a premium. We are grateful for the ongoing support of the Rothschild Foundation, Wyke Foundation and Heart of Bucks who have all provided crucial funding in 2024. We have renewed our efforts in this area and are pleased to report that Rothschild have renewed their grant of £30,000 over three years for 2025-2028.

Strengthening the trustees board and governance were both identified as strategic risks. In response, the trustee body has expanded to ensure continuity in all key areas including clinical oversight and safeguarding, finance and marketing.

A platform for developing careers

We continue to foster a supportive environment for the education and growth of our counselling team by maintaining strong connections with training organisations, which helps us meet placement training requirements and attract high-calibre trainees. Our Continuing Professional Development (CPD) programme for counsellors has grown, making our agency an attractive option for qualifying counsellors. We have a steady flow of trainee counsellors from well-recognised training colleges and have expanded our team to include qualified counsellors. Additionally, we have strengthened our links with more training institutions to support future recruitment and have developed a comprehensive on-boarding programme. We remain a highly sought after placement provider as evidenced by the high number of enquiries we receive from students for placements and in this area we usually hold a waiting list.

Client profile

In 2024 a total of 152 (2023: 155) clients attended counselling either at our dedicated counselling rooms in the Cottage in High Wycombe or online, depending upon individual requirements. Our client profile remains consistent, with over 50% of clients aged between 25 and 44 years, followed by 34% aged 45 to 64 years. More than 60% of our clients identify as female.

Outlook

As noted above, the Trustees are very pleased to have appointed our new Clinical Director and strengthened board of trustees. The professionalism, experience and dedication of the whole SBC team allows us to be optimistic about the service in the future.

With a near-capacity counselling team and growing capacity at our counselling centre, focus is now on maximising awareness and growing enquiries to the service. This, in turn, fuels our move towards financial self-sufficiency.

While growth is a priority, maintaining high clinical standards is central to our aims. The development of a vibrant CPD programme for counsellors will help to retain our counselling team, attract new counsellors and develop capability. In February 2024, we were able to offer mandatory safeguarding training to all our team members with our External Advisor, Andrew Broome. SBC's External Psychiatric Advisor, Dr John Baruch, now runs quarterly clinical discussion forums for counsellors to discuss complex presentations as part of our response to clients presenting with increasingly complex psychological needs.

The provision of our counselling services would not be possible without the great efforts of all our

staff, most of whom are volunteers. Although we offer training placements for students to gain their clinical experience, we have some counsellors who continue to work with us long after they have gained their professional qualifications and give their time freely. Others, such as the Trustees, all work without payment. Our intake team and supervisors play a critical role in ensuring the quality of our clinical services. We recognize that many staff work considerably more than their paid hours on a regular basis, due to their dedication to the service. We are indebted to them all for providing a first-class service to our clients. The work of the SBC Team has been critical to the ongoing growth of the agency. The increasing complexity of the cases presented to us together with the pressures to maintain funding will continue to place significant demands on our whole Team. The Trustees are grateful for their ongoing dedication and support.

Reserves Policy and Risk Management

Due to the very successful fundraising activities in 2021 and 2023 including a three-year commitment from Rothschild foundation, the agency has enjoyed strong funding in recent years. However, the Trustees have historically considered that the Agency should always carry reserves sufficient to cover operating expenses for 6 months. Our forecasts suggest that whilst we have sufficient funds and committed donations to cover activities for the whole of 2025, we do need to raise additional funds to maintain the 6-month funding requirement. To that end, fundraising remains critical to the agency, and we continue to seek support from both local and national grant and fund awarding bodies; the pressures on funding providers and the numbers seeking fundraising remains a challenge within a difficult environment.

The Trustees have renewed their strategic risk register, which is actively reviewed every quarter.

The Trustees have noted the increased complexity of client cases presented to the agency. To mitigate this risk, the agency has put in place the extended management structure and specialist Advisory panel, described in this report. The Trustees believe that this new structure allows the agency to carefully consider the levels of client risk and the appropriateness of onward referrals to other services e.g. NHS Complex Needs/Addiction services. This has resulted in an increase in costs; however, the Trustees believe the increase in costs are necessary to protect both our clients and our counsellors and supervisors.

The Trustees consider that current reserves are sufficient in the short to medium term but continue to focus on the initiatives outlined in the review of activities, which it is hoped will contribute to an increased level of reserves in future years.

Fundraising remains a key risk to the Agency and the Trustees and other senior members of the team are fully engaged in fundraising activities to actively generate funds to mitigate this risk and to ensure the Agency is adequately funded into future years.

Trustees Responsibility in Relation to the Financial Statements

The law applicable to charitable companies in England and Wales requires the directors to prepare financial statements for each financial year which give a true and fair view of the Company's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements the Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements that are reasonable and prudent.

- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention of fraud and other irregularities. The report has been prepared in accordance with the special provisions of section 477 of the Companies Act 2006 relating to small companies.

Approved by the Trustees and signed on their behalf by Scott Walkinshaw, Chair.

Scott Walkinshaw

Date 20.10.25

Independent examiner's report to the Trustees of South Bucks Counselling

I report to the Charity trustees on my examination of the accounts of the Company for the year ended 31 December 2024, which are set out in pages 7-12.

Responsibilities and basis of report

As the Charity's trustees of the Company (and also its Directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 (the '2006 Act') and the Charities Act 2011 (the '2011 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your Charity's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed the directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent Examiner's report

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect

1. the accounting records were not kept in respect of the Company as required by section 130 of the 2011 Charities Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirement concerning the form and content of accounts set out in the Charities (Accounts & Reports) Regulations 2008, other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

A handwritten signature in black ink, appearing to read 'Jeanette Yeoman', with a large, stylized flourish underneath.

Jeanette Yeoman ACMA CGMA

28th October 2025

**South Bucks Counselling
Statement of Financial Activities
For the year ended 31 December 2024**

	Notes	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Income and endowments from:			
Donations	3	32,153	12,071
Charitable activities			
Counselling		50,120	43,705
Assessment Fees		4,230	2,790
Conference and training courses		-	-
Total for charitable activities		54,350	46,495
Other income	4	352	430
Total income and endowments:		86,855	58,996
Expenditure on:			
Charitable activities:			
Counselling	5	94,523	74,713
Conference and training courses		845	-
Governance costs		-	350
Total expenditure on charitable activities		95,368	75,063
Net income (expenditure) for the year		(8,513)	(16,069)
Total reserves brought forward		33,938	50,007
Total reserves carried forward		25,425	33,938

South Bucks Counselling
Balance Sheet at 31 December 2024

	Notes	2024 £	2023 £
Fixed assets			
Net book value at 31 December 2024	6	-	-
Current assets			
Debtors	7	415	220
Prepayments	8	939	884
Cash at Bank and in Hand		26,628	36,248
		<u>27,982</u>	<u>37,352</u>
Current liabilities			
Creditors falling due within one year	9	2,557	3,414
Net current assets		<u>25,425</u>	<u>33,938</u>
Total net assets		<u>25,425</u>	<u>33,938</u>
Unrestricted Funds b/fwd		33,938	50,007
Surplus/(Deficit) for year		(8,513)	(16,069)
Unrestricted Funds		<u>25,425</u>	<u>33,938</u>

Audit exemptions

For the year ended 31 December 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of the accounts.

Note on 2023 comparative figures

The 2023 comparative figures have been amended by £2 to correct a prior year reporting error in *Income in Advance*.

The Accounts were approved by the Board of Directors and signed on its behalf on the 29-10-2025

By: S Walkinshaw

C Sweeney

South Bucks Counselling
Notes to the accounts
For the year ended 31 December 2024

1 Company Status

South Bucks Counselling is a company limited by guarantee and not having a share capital. The members have each undertaken to contribute such a sum as may be required, not exceeding £1, in the event of the company being wound up. South Bucks Counselling is also a registered charity (No. 1095554) and as such is exempt from all forms of direct taxation.

2 Accounting Policies

(a) Accounting Period

The 2024 accounts cover the 12 months to 31 December 2024

(b) Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes(s) to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102, January 2022 edition) and with the Charities Act 2011.

(c) Donations

Donations comprise grants which have been credited to income in the year in which they are received.

(d) Charitable activities

Income from charitable activities is credited in the year in which it arises.

(e) Expenditure

Expenditure is included in the Statement of Financial Activities on an accruals basis.

(f) Depreciation

Depreciation of assets which comprise office equipment was provided at 25%.

South Bucks Counselling
Notes to the accounts
For the year ended 31 December 2024

	2024	2023
	£	£
3 Donations		
Heart of Bucks Community Foundation	17,298	-
Rothschild Foundation	7,355	11,795
Private individual	5,000	250
Shanly Foundation	2,500	-
Lotto	-	26
	<u>32,153</u>	<u>12,071</u>
4 Other Income		
Bank interest	312	430
Other revenue	40	-
	<u>352</u>	<u>430</u>

South Bucks Counselling
Notes to the accounts
For the year ended 31 December 2024

5 Expenditure on charitable activities	Counselling activities 2024 £	Counselling activities 2023 £
Counsellors' costs (including travel)	3,006	2,755
Supervision and assessment Office Management	13,609	11,110
Premises	42,275	27,800
Marketing	15,442	15,463
Insurance	3,964	3,692
Telephone	947	870
Professional affiliations	615	1,014
Bank charges	322	241
Accounting	1,208	773
IT Software & Consumables	2,831	2,094
Miscellaneous	7,002	7,125
Bad debt	2,722	1,776
	580	
	94,523	74,713

South Bucks Counselling
Notes to the accounts
For the year ended 31 December 2024

	2024 £	2023 £
6 Fixed Assets		
Office Equipment at cost		
Opening balance	1,561	1,561
Additions during the year	-	-
At 31 December 2024	<u>1,561</u>	<u>1,561</u>
Depreciation		
Opening balance	1,561	1,561
Charge during the year	-	-
At 31 December 2024	<u>1,561</u>	<u>1,561</u>
Net book value at 31 December 2024	<u>-</u>	<u>-</u>
7 Debtors		
Accounts receivable	550	-
Provision for doubtful debts	(135)	220
	<u>415</u>	<u>220</u>
8 Prepayments		
Insurance/BACP subs prepaid	939	884
	<u>939</u>	<u>884</u>
9 Creditors		
Income in advance (2023 figure amended by £2)	-	355
HMRC	1,000	-
Accounts payable	1,557	3,059
	<u>2,557</u>	<u>3,414</u>
10 The average number of employees during the year	<u>-</u>	<u>-</u>

SOUTH BUCKS. COUNSELLING

England & Wales - Charity number 1095554

Accounts

SOUTH BUCKS COUNSELLING

Registered charity number 1095554

Registered company number 4491415

Report and financial statements.
for the year ended 31 December 2023

Directors' Report for the year ended 31 December 2023

The Directors present their report together with the accounts of the Company for the year ended, 31 December 2023. The accounts comply with current statutory requirements.

Registered Charity Number 1095554

Registered Company Number 4491415

Registered Charity Address: The Cottage behind The Hub, 7 Easton Street, High Wycombe, Bucks, HP11 1NJ

Directors: Clare Wyatt
Chris Bushnell
David Farmer – resigned 31 July 2023
Penelope Holmes
Scott Walkinshaw

Secretary & Treasurer Chris Bushnell

Bankers NatWest Bank, 22 Market Square, Aylesbury, Bucks HP20 1TR

Governing Document Memorandum & Articles of Association (22 July 2002)

Independent Examiner P I Brogden

Public Benefit

Having regard to the Charity Commission's guidance, the Trustees consider that the charity provides a public benefit through the provision of a counselling service to the public by professionally trained and supervised counsellors.

Objectives

The charity's objectives are:

(a) To provide a professional, confidential, and affordable counselling service to persons seeking help for emotional and psychological difficulties, in order to help them to cope with and work through problems and issues and to make positive changes in their life.

(b) To offer training and development opportunities to qualified and trainee counsellors and to provide forums for those wishing to explore an interest in counselling.

Review of Activities

Our work in 2023 has focused on the following key areas:

We aim to respond to our clients' requests, promptly, personally, and generally within 24 hours. Benefiting from the extensive work undertaken since 2021 to improve our systems and processes, the ongoing use of a Practice Management System, as well as other internal systems, has enabled the agency to effectively manage its existing clients and new applications. In general, the agency has operated without a waiting list.

We continue to:

- Fully track and manage the client's experience from the moment a client contacts the agency to the completion of counselling.
- Improve and optimise our internal processes.
- Ensure secure GDPR compliance.
- Improve the financial information, including rolling 12-month forecasts provided to the Management and Trustees

We continue to find that more clients present themselves with complex psychological needs. This may be because of the local NHS provision, where it can be difficult to access robust psychological help and long waiting lists exist. Following the resignation of our Clinical Director in May 2023, the Trustees have moved quickly to strengthen our management team to ensure that we have sufficient skills and resources to manage the increased complexity of the issues we are presented with. To that end we have appointed:

Clinical Director:	Julia Appleton - Integrative Counsellor
Clinical Lead:	Cath Muston - Psychodynamic Counsellor & Clinical Supervisor
Intake & Allocations Co-Ordinator:	Jo Inskip - Psychodynamic Counsellor
Lead for Clinical Risk:	Toni Harvey - Psychoanalytic Counsellor & Clinical Supervisor
Psychiatry Advisor:	Dr John Baruch - Retired Consultant Psychiatrist
Safeguarding Advisor:	Andrew Broome - Social Worker & Family Group Conference Manager

A Platform for developing careers: A key part of the agency's work is to provide a supportive environment to further the education and growth of its counselling team. We continue to maintain

strong connections to training organisations, ensuring we work collaboratively to meet placement training requirements and attract a high standard of trainees. Our new management framework, commitment to delivery of high quality Continuing Professional Development and expanding assessment team, fully supports the growth and development of all our team members. It is important to the agency that we continue to offer opportunities for all to gain valuable knowledge and experience of the multiple aspects of the client’s journey. All of this whilst providing the highest level of care to our clients in a safe and stable environment.

Time Limited Counselling The move to Time Limited Counselling began in 2020 and is now a well-established way of working within the agency. We have continued to apply the overall objective of offering time-limited counselling of up to 24 weeks (6 months) to individual clients in the community. In some circumstances, it is possible to extend this time, following discussion, if it is felt to be clinically indicated. Continuing to work within this new, time-limited frame means that we can ensure a regular flow of clients being able to access our counselling services. Simply put, we can reach more people struggling with mental health difficulties in our community.

In 2023 a total of 155 (2022: 153) clients attended counselling either at our dedicated counselling rooms in the Cottage in High Wycombe or online, depending upon individual requirements. Contrary to the trend noticed in 2022, in 2023 the age of our clients has generally increased with the number of clients under 30 years of age reducing from 41% in 2022 to 25% in 2023 and the number of clients over 40 increasing from 28% in 2022 to 38% in 2023.



The Gender of our clients has remained roughly the same with the following split.

2022		
Female	94	68%
Male	36	22%
Other	1	2%
Prefer Not to Say	8	8%
2023		
Female	100	61%
Male	52	38%
Non-binary	1	0%
Other	1	0%
Prefer Not to Say	1	0%
Grand Total	251	100%

As a natural result of counsellors and supervisors moving on, the number of active counsellors was reduced slightly during the year under review. We still have a steady flow of trainee counsellors applying

for placement positions at our agency from well-recognised and robust training colleges. In addition, we have made progress in connecting with additional training institutions, to further strengthen our links in the educational sector and support future recruitment of trainees. Our plan for the coming year is to recruit an additional supervisor, re-establish a full complement of 5 supervision groups and 20 counsellors, so increasing our capacity to offer counselling services to more people in the local community. As of February 2024, we have made adjustments to our trainee counsellor contracts so that the expectation is for all trainees to eventually hold a caseload of 4 clients instead of 3. It is expected that these increases will enable the agency to return to offering more sessions to more clients going forward. In 2023 the agency was able to help 155 clients (2022: 153) delivering a total of 1,562 sessions (2022: 1,536).

Affordable Counselling remains a key objective of the agency. As previously reported in 2022, we increased our standard fee to £50 per session however it became clear that this was beyond too many of our clients in the current economic environment and the standard fee was returned to the previous level of £45 per session with effect from 1st September 2023.

An Important part of the Client Assessment process is to assess and agree an individual client rate with a view to ensuring the Counselling services are made available at affordable rates. Whilst we do not perform formal means testing an attempt is made with the client to understand the ability of clients to afford the services provided. As a direct result of this assessment, the average fee charged changed during the year to £31.06 per session in 2023 compared to £32.84 and £30.33 per session in 2022 and 2021 respectively.

In July 2023 the Agency received the second installment of a three-year commitment to donate £10,000 per year for a period of three years from the Rothschild Foundation designed specifically to fund the provision of low-cost counselling. This July 2023 donation funded the difference between the fee paid and standard for 623 sessions through to December 2023. The remaining donation is scheduled to be received in July 2024.

The Trustees and Management have taken active steps to minimize the impact of the increased inflation. By carefully managing agreements and renegotiating with key suppliers, important savings have been achieved in many expense categories.

The assessment fee was increased from £15 per assessment to £30 with effect from 1 February 2023 and will increase again to £40 from 1 March 2024. The work involved in offering assessment sessions, writing up a clinical report and allocating a client to a counsellor for ongoing sessions is a skilled and time-consuming process for those counsellors on our designated assessment team.

Outlook

As noted above, the Trustees are very pleased to have appointed our new Clinical Director as well as strengthening the team to now include an experienced Clinical Lead, a Lead for Clinical Risk, an Intake and Allocations Co-Ordinator and a specialist, External Advisory Panel. As well as retaining our highly experienced team of supervisors, our extended professional framework will continue to build on the progress we have made during the last few years to further develop the organization.

Our Intake Assessment team is an integral part of maintaining the rhythm and flow of clients accessing our service. Giving our counsellors the opportunity to train in and develop these skills is viewed as an important part of supporting their training. Since October 2023, our intake assessment team has doubled in size to 10 members, the largest group SBC has ever had. Being in this position means that we can ensure sustainability of workload in this demanding area of our work. The quality of our support and training through every aspect of the assessment process means that we can retain counsellor's expertise once they naturally move on from the agency. Counsellors wish to remain connected to our organization, and we can facilitate this by offering formal Independent Contractor Agreements. They continue to attend monthly Intake Assessment Group meetings and training, as well as being able to access any Continuing Professional Development we offer.

Continuing Professional Development is an important part of ensuring we continue to maintain high clinical standards and our aim is to grow this aspect of our service and offer regular training. In February 2024, we were able to offer mandatory Safeguarding training to all our team members with our External Advisor, Andrew Broome. In May, we have scheduled further in-house training with our External Psychiatric Advisor, Dr John Baruch. Dr Baruch will run an interactive workshop related to Mental Health Issues in Counselling as part of our response to clients presenting with increasingly complex psychological needs. Further training is planned throughout the year.

Due to the very successful fundraising activities in 2021 and 2023 together with the committed funding from the Rothschild foundation, the Agency was well funded for the year under review. However, the Trustees have historically considered that the Agency should always carry reserves sufficient to cover operating expenses for 6 months. Our forecasts suggest that whilst we have sufficient funds and committed donations to cover activities for the whole of 2024, we do need to raise additional funds to maintain the 6-month funding requirement. To that end, fundraising remains critical to the agency, and we continue to seek support from both local and national grant and fund awarding bodies; the pressures on funding providers and the numbers seeking fundraising remains a challenge within a difficult environment.

The provision of our counselling services would not be possible without the great efforts of all our staff, most of whom are volunteers. Although we offer training placements for students to gain their clinical experience, we have some counsellors who continue to work with us long after they have gained their professional qualifications and give their time freely. Others such as the Trustees all work without payment. Also, we recognize that members of staff work considerably more than their paid hours on a regular basis, due to their dedication to the Agency, and our intake team and supervisors play a critical role in ensuring the quality of our clinical services. We are indebted to them all for providing a first-class service to our clients. The work of the Management Team has been critical to the ongoing growth of the Agency. The increasing complexity of the cases presented to us together with the pressures to maintain funding will continue to place significant demands on our whole Team. The Trustees are grateful for their ongoing dedication and support.

Reserves Policy and Risk Management

The trustees are currently reviewing their strategic risk register and are actively managing all clinical, operational and financial risks facing the service.

The Trustees have noted the increased complexity of client cases presented to the agency. To mitigate this risk, the agency has put in place the extended management structure and specialist Advisory panel,

described in this report. The Trustees believe that this new structure enables the agency to carefully consider the levels of client risk presentation and the appropriateness of onward referrals to other services e.g. NHS Complex Needs/Addiction services This has resulted in an increase in costs; however, the Trustees believe the increase in costs are necessary to protect both our clients and our counselors and supervisors.

The Trustees consider that, for the Agency to meet its long-term objectives and be able to undertake specific projects and take advantage of other opportunities as they arise, unrestricted reserves should be sufficient to cover six month's total expenditure. With the charitable donations received during the year and the income received from our clients, this level of reserves was maintained again at the end of 2023.

The Trustees consider that current reserves are sufficient in the short to medium term but continue to focus on the initiatives outlined in the review of activities, which it is hoped will contribute to an increased level of reserves in future years.

Fundraising remains a key risk to the Agency and the Trustees and other senior members of the team are fully engaged in fundraising activities to actively generate funds to mitigate this risk and to ensure the Agency is adequately funded into future years.

Trustees Responsibility in Relation to the Financial Statements

The law applicable to charitable companies in England and Wales requires the directors to prepare financial statements for each financial year which give a true and fair view of the Company's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements the Trustees are required to:

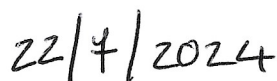
- Select suitable accounting policies and then apply them consistently.
- Make judgements that are reasonable and prudent.
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention of fraud and other irregularities. The report has been prepared in accordance with the special provisions of section 477 of the Companies Act 2006 relating to small companies.

Approved by the Trustees and signed on their behalf by Clare Wyatt, Chair.



CM Wyatt



Date

Independent examiner's report to the trustees of South Bucks Counselling

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2023, which are set out on pages 5 to 8.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's report

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn to this report in order to enable a proper understanding of the accounts to be reached.



Peter Brogden

Date

19/03/2024

South Bucks Counselling
Statement of Financial Activities
For the year ended 31 December 2023

	Notes	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Income and endowments from:			
Donations		12,071	31,785
Charitable activities			
Counselling		43,705	50,478
Assessment Fees		2,790	15
Conference and training courses		-	-
Total for charitable activities		46,495	50,493
Income from investments:			
Bank interest		430	103
Total income and endowments:		58,996	82,381
Expenditure on:			
Charitable activities:			
Counselling	3	74,713	84,606
Conference and training courses		-	-
Governance costs		350	350
Total expenditure on charitable activities		75,063	84,956
Net income (expenditure) for the year		(16,067)	(2,575)
Total surplus brought forward		50,007	52,582
Total surplus carried forward		33,940	50,007

South Bucks Counselling
Balance Sheet at 31 December 2023

	Notes	2023 £	2022 £
Fixed assets			
Net book value at 31 December 2023	4	-	-
Current assets			
Debtors	5	220	-
Prepayments	6	884	738
Cash at Bank and in Hand		36,248	55,349
		37,352	56,087
Current liabilities			
Creditors falling due within one year	7	3,412	6,080
Net current assets		33,940	50,007
Total net assets		33,940	50,007
Unrestricted Funds b/fwd		50,007	52,582
Surplus/(Deficit) for year		(16,067)	(2,575)
Unrestricted Funds		33,940	50,007

Audit exemptions

For the year ended 31 December 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of the accounts.

The Accounts were approved by the Board of Directors and signed on its behalf on the 31-Jul-24



By: C Wyatt



C Bushnell

South Bucks Counselling
Notes to the accounts
For the year ended 31 December 2023

1 Company Status

South Bucks Counselling is a company limited by guarantee and not having a share capital. The members have each undertaken to contribute such a sum as may be required, not exceeding £1, in the event of the company being wound up. South Bucks Counselling is also a registered charity (No. 1095554) and as such is exempt from all forms of direct taxation.

2 Accounting Policies

(a) Accounting Period

The 2022 accounts cover the 12 months to 31 December 2022

(b) Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes(s) to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

(c) Donations

Donations comprise grants which have been credited to income in the year in which they are received.

(d) Charitable activities

Income from charitable activities is credited in the year in which it arises.

(e) Expenditure

Expenditure is included in the Statement of Financial Activities on an accruals basis.

(f) Depreciation

Depreciation of assets which comprise office equipment was provided at 25%.

South Bucks Counselling
Notes to the accounts
For the year ended 31 December 2023

3 Expenditure on charitable activities

	Counselling activities 2023	Counselling activities 2022
	£	£
Counsellors' costs (including travel)	2,755	1,800
Supervision and assessment	11,110	13,470
Office management	27,800	30,821
Premises	15,463	14,831
Marketing	3,692	4,154
Insurance	870	834
Telephone	1,014	863
Professional affiliations	241	319
Bank charges	773	220
Audit & Accounting	2,094	2,150
IT Software & Consumables	7,125	13,194
Miscellaneous	1,776	1,950
	<u>74,713</u>	<u>84,606</u>

South Bucks Counselling
Notes to the accounts
For the year ended 31 December 2023

	2023 £	2022 £
4 Fixed Assets		
Office Equipment at cost		
Balance at 1 January 2021	1,561	1,561
Additions during the year	-	-
At 31 December 2021	<u>1,561</u>	<u>1,561</u>
Depreciation		
Balance at 1 January 2021	1,561	1,561
Charge during the year	-	-
At 31 December 2021	<u>1,561</u>	<u>1,561</u>
Net book value at 31 December 2021	<u>-</u>	<u>-</u>
5 Debtors		
Donations	-	-
Other Debtors	220	-
	<u>220</u>	<u>-</u>
6 Prepayments		
Insurance prepaid	884	738
	<u>884</u>	<u>738</u>
7 Creditors		
Independent Examiner's fee		350
Income in Advance	353	2,150
Miscellaneous	3,059	3,580
	<u>3,412</u>	<u>6,080</u>
8 The average number of employees during the year		
All part time	<u>-</u>	<u>1</u>

SOUTH BUCKS. COUNSELLING

England & Wales - Charity number 1095554

Accounts

Registered charity number 1095554

Registered company number 4491415

**Report and financial statements
for the year ended 31 December 2022**

Directors' Report for the year ended 31 December 2022

The Directors present their report together with the accounts of the Company for the year ended, 31 December 2022. The accounts comply with current statutory requirements.

Registered Charity Number	1095554
Registered Company Number	4491415
Registered Charity Address	The Cottage behind The Hub, Easton Street, High Wycombe, Bucks, HP11 1NJ
Directors	Clare Wyatt Chris Bushnell David Farmer – resigned 31 July 2023 Penelope Holmes Scott Walkinshaw – appointed 1 April 2022
Secretary & Treasurer	Chris Bushnell
Bankers	NatWest Bank PLC, 22 Market Square, Aylesbury, Buck, HP20 1TR
Governing Document	Memorandum & Articles of Association (22 July 2002)
Independent Examiner	P I Brogden

Public Benefit

Having regard to the Charity Commission's guidance, the Trustees consider that the charity provides a public benefit through the provision of a counselling service to the public by professionally trained and supervised counsellors.

Objectives

The charity's objectives are:

- (a) To provide a professional, confidential, and affordable counselling service to persons seeking help for emotional and psychological difficulties in order to help them to cope with and work through problems and issues and to make positive changes in their life.
- (b) To offer training and development opportunities to qualified and trainee counsellors and to provide forums for those wishing to explore an interest in counselling.

Review of Activities

In 2022 the South Bucks Counselling Trustees and agency Leadership team continued the transformation of the agency, whilst strengthening its long-term sustainability. Our priority remains to provide a high quality, affordable counselling service to the local community, delivering an accessible, responsive, and containing experience for our clients.

Our work in 2022 has focused on three key areas:

1. Ongoing investment in the agency's systems and processes.
2. Adapting to an increasingly broad client base.
3. Fully embedding a time-limited approach, enabling us to work with more clients.

1. Systems and processes

The ongoing implementation and improvement of the agencies practice management system; Counsel 360, is enabling us to continually:

- Streamline our processes.
- Secure GDPR compliance assurance.
- Improve the financial information provided to the Leadership and Trustees.
- Fully track and manage the client's experience from the moment a client contacts the agency to the completion of counselling.

Whilst our community faces ongoing challenges in accessing NHS mental health services, the implementation of new systems and processes, particularly the practice management system, has enabled us to continue to operate without a waiting list and maintain our ability to respond to client enquiries quickly, usually within 24 hours.

2. Adapting to an increasingly broad client base

By increasing our profile in the local community, we are finding that we are seeing an increase in clients presenting with complex psychological needs. It can be difficult to access robust psychological help in the NHS, and long waiting lists continue to exist. To ensure we are fully equipped to address more complex needs we have strengthened our approach to managing client risk across every area of the agency whilst using new internal systems to maintain client risk records.

We have also noted an increase in younger members of the community approaching the agency. Increased focus on psychological well-being on social media platforms has helped to normalise seeking help for mental health difficulties in this client group. Often the expectation is that we will provide protocol-based interventions such as strategies, tips, and techniques. We have found, however, that when they attend for assessment, these clients benefit from the containing experience we offer of a safe and non-judgmental environment.

3. Time limited counselling

The move to time-limited counselling began in 2020 and is now a well-established way of working within the agency. We have continued to offer time-limited counselling of 24 weeks (6 months) to individual

clients in the community, and this is extended in some circumstances when appropriate for meeting the client's clinical needs. Continuing to work within this new, time-limited frame means that we can reach more people struggling with mental health difficulties in our community.

Our team

As a result of natural attrition, the number of active counsellors reduced slightly during the year under review. This meant that the agency was able to deliver a total of 1,536 sessions which is very slightly down on the 1666 sessions delivered in 2021.

We have a steady flow of trainee counsellors applying for placement positions at our agency from well-recognised and respected training colleges. Our plan for the coming year is to recruit an additional supervisor and re-establish a full complement of counsellors. It is therefore expected the agency will return to higher numbers of sessions and clients in 2023.

The provision of our counselling services would not be possible without the great efforts of all our staff, most of whom are volunteers. Although we offer training placements for students to gain their clinical experience, we have some counsellors who continue to work with us long after they have gained their professional qualifications and give their time freely. Others such as the Trustees all work without payment. Also, we recognize that members of staff work over and above their paid hours on a regular basis, due to their dedication to the agency, and our intake team and supervisors play a critical role in ensuring the quality of our clinical services.

We are indebted to them all for providing a first-class service to our clients. The work of the Leadership team has been critical to the ongoing growth of the agency. The upcoming changes to processes and systems as well as an expected uptick in demand reflecting the current environment will continue to place significant demands on all concerned. The Trustees are grateful for their ongoing dedication and support.

Affordable counselling

Our fees have remained unchanged since 2018, sessions are offered at £45. As part of the client assessment process, we discuss and agree an affordable price per session for that client, at either £45 or below. Whilst we do not perform formal means-testing we work to understand the ability of clients to afford the services provided. The average rate charged increased during the year to £32.84 per session in 2022 compared to £30.33 per session in 2021 and £33.27 in 2019. Average session costs remain 1.9% below 2019.

To ensure we can offer counselling at affordable rates, we undertake fund-raising activities to offset costs of the agency that are not covered by client fees. In July 2022 the agency was grateful to receive a donation of £10,000 per year for a period of three years from the Rothschild Foundation designed specifically to fund the provision of low-cost counselling. The July 2022 donation funded the difference between the price paid and list price for 959 sessions through to February 2023.

Outlook

2022 was once again a successful year in terms of fundraising efforts and has enabled the agency to continue with all its investments referred to above. We expect the current global economic and political environment to place even greater pressure on the funds available to our clients to obtain counselling. Whilst the agency is currently well funded, fundraising remains critical to the future health of the agency, and we continue to seek support from both local and national grant and fund awarding bodies; the pressures on funding providers and the numbers seeking fundraising remains a challenge within a difficult environment.

Reserves policy and risk management

The directors consider that, for the company to meet its long-term objectives and be in a position to undertake specific projects and take advantage of other opportunities as they arise, unrestricted reserves should be sufficient to cover six month's total expenditure. Pleasingly, with the charitable donations received during the year, this level of reserves was maintained again at the end of 2022. The directors consider that current reserves are sufficient in the medium term but continue to focus on the initiatives outlined in the review of activities, which it is hoped will contribute to an increased level of reserves in future years.

Trustees responsibility in relation to the financial statements

The law applicable to charitable companies in England and Wales requires the directors to prepare financial statements for each financial year which give a true and fair view of the Company's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements the Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements that are reasonable and prudent.
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention of fraud and other irregularities. The report has been prepared in accordance with the special provisions of section 477 of the Companies Act 2006 relating to small companies.

Approved by the Trustees and signed on their behalf by Clare Wyatt, Chair.



CM Wyatt

22 August 2023

Date

Independent examiner's report to the trustees of South Bucks Counselling

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2022, which are set out on pages 5 to 8.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's report

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn to this report in order to enable a proper understanding of the accounts to be reached.



Peter Brogden

Date

09/03/2023

South Bucks Counselling
Statement of Financial Activities
For the year ended 31 December 2022

	Notes	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Income and endowments from:			
Donations		31,785	21,596
Charitable activities			
Counselling		50,493	51,691
Conference and training courses		-	-
Total for charitable activities		50,493	51,691
Income from investments:			
Bank interest		103	5
Total income and endowments:		82,381	73,292
Expenditure on:			
Charitable activities:			
Counselling	3	84,602	75,288
Conference and training courses		-	-
Governance costs		350	350
Total expenditure on charitable activities		84,952	75,638
Net income (expenditure) for the year		(2,571)	(2,347)
Total funds brought forward		(2,347)	-
Total funds carried forward		(4,918)	(2,347)

South Bucks Counselling
Balance Sheet at 31 December 2022

	Notes	2022 £	2021 £
Fixed assets			
Net book value at 31 December 2022	4	-	-
Current assets			
Debtors	5	-	-
Prepayments	6	738	710
Cash at Bank and in Hand		55,349	54,564
		<u>56,087</u>	<u>55,274</u>
Current liabilities			
Creditors falling due within one year	7	5,730	2,687
Net current assets		<u>50,357</u>	<u>52,587</u>
Total net assets		<u>50,357</u>	<u>52,587</u>
Unrestricted Funds		<u>50,357</u>	<u>52,587</u>

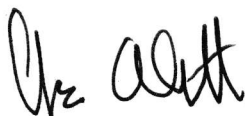
Audit exemptions

For the year ended 31 December 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

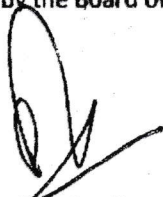
The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of the accounts.

The Accounts were approved by the Board of Directors and signed on its behalf on the 31-Jul-23



By: C Wyatt



C Bushnell

South Bucks Counselling
Notes to the accounts
For the year ended 31 December 2022

1 Company Status

South Bucks Counselling is a company limited by guarantee and not having a share capital. The members have each undertaken to contribute such a sum as may be required, not exceeding £1, in the event of the company being wound up. South Bucks Counselling is also a registered charity (No. 1095554) and as such is exempt from all forms of direct taxation.

2 Accounting Policies

(a) Accounting Period

The 2022 accounts cover the 12 months to 31 December 2022

(b) Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes(s) to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

(c) Donations

Donations comprise grants which have been credited to income in the year in which they are received.

(d) Charitable activities

Income from charitable activities is credited in the year in which it arises.

(e) Expenditure

Expenditure is included in the Statement of Financial Activities on an accruals basis.

(f) Depreciation

Depreciation of assets which comprise office equipment was provided at 25%.

3 Expenditure on charitable activities

	Counselling activities 2022	Counselling activities 2021
	£	£
Counsellors' costs (including travel)	1,800	1,872
Supervision and assessment	13,470	13,630
Office management	30,821	29,378
Premises	22,550	23,558
Marketing	4,154	2,332
Insurance	834	838
Telephone	863	446
Professional affiliations	319	319
Bank charges	220	358
Audit & Accounting	2,150	1,080
Professional Consulting	5,739	-
Miscellaneous	1,681	1,477
	84,602	75,288

South Bucks Counselling
Notes to the accounts
For the year ended 31 December 2022

	2022	2021
	£	£
4		
Fixed Assets		
Office Equipment at cost		
Balance at 1 January 2021	1,651	1,651
Additions during the year	-	-
At 31 December 2021	<u>1,651</u>	<u>1,651</u>
Depreciation		
Balance at 1 January 2021	1,651	1,651
Charge during the year	-	-
At 31 December 2021	<u>1,651</u>	<u>1,651</u>
Net book value at 31 December 2021	<u>-</u>	<u>-</u>
5		
Debtors		
Donations	-	-
Other Debtors	-	-
	<u>-</u>	<u>-</u>
6		
Prepayments		
Insurance prepaid	738	710
	<u>738</u>	<u>710</u>
7		
Creditors		
PAYE and NI	-	2
Independent Examiner's fee	350	350
Income in Advance	2,150	-
Miscellaneous	3,230	2,335
	<u>5,730</u>	<u>2,687</u>
8		
The average number of employees during the year		
All part time	<u>-</u>	<u>1</u>

SOUTH BUCKS. COUNSELLING

England & Wales - Charity number 1095554

Accounts



Registered charity number 1095554

Registered company number 4491415

**Report and financial statements
for the year ended 31 December 2021**

Directors' Report for the year ended 31 December 2021

The Directors present their report together with the accounts of the Company for the year ended, 31 December 2021. The accounts comply with current statutory requirements.

Registered Charity Number 1095554

Registered Company Number 4491415

Registered Charity Address The Cottage behind The Hub, Easton Street, High Wycombe, Bucks, HP11 1NJ

Directors Clare Wyatt
Chris Bushnell – appointed 26 May 2021
David Farmer
Penelope Holmes
Shaun Butler – resigned 19 July 2021

Secretary & Treasurer Chris Bushnell – appointed 26 May 2021
Shaun Butler – resigned 19 July 2021

Bankers NatWest Bank PLC, 22 Market Square, Aylesbury, Bucks
HP20 1TR

Governing Document Memorandum & Articles of Association (22July 2002)

Independent Examiner P I Brogden

Public Benefit

Having regard to the Charity Commission's guidance, the Trustees consider that the charity provides a public benefit through the provision of a counselling service to the public by professionally trained and supervised counsellors.

Objectives

The charity's objectives are:

(a) To provide a professional, confidential and affordable counselling service to persons seeking help for emotional and psychological difficulties in order to help them to cope with and work through problems and issues and to make positive changes in their life.

(b) To offer training and development opportunities to qualified and trainee counsellors and to provide forums for those wishing to explore an interest in counselling.

Review of Activities

It has been a year of significant growth and development for the agency, working with those facing mental health challenges in the South Buckinghamshire area. The ongoing impact of the COVID-19 pandemic has presented the agency with the dual challenge of responding to a growing need for our services while we adapt our work to align with the UK Government's evolving public health controls.

Responding to these challenges has resulted in a change to our operating model and ongoing investment in technology and facilities. These changes have provided the benefit of increased capacity, allowing our teams to focus fully on the needs of their clients.

While ensuring our long-term sustainability, we continue to focus on ensuring that counselling remains affordable, high quality, and accessible for a broad range of people.

Focussed counselling

In 2020, the agency began to transform its counselling to a more focussed, time-limited, model with the aim of increasing capacity. This continued throughout 2021 giving individuals up to six months of support, a period the trustees and management team believe offers the most benefit to clients.

The change required a significant investment in training and counsellor recruitment which lasted into the first quarter of 2022. The impact of this change has seen the number of sessions provided during the year increase by 13% in 2021 from 1,475 to 1,666.

Accessible counselling

To meet another key objective of providing accessible counselling, the agency has kept its fees under continuous review. In addition to the decision to offer free initial assessments in 2020, published fees have remained unchanged since 2018, at £45 per session. Assessors are empowered to apply discretion when discussing the needs of their clients and, as a direct result of this, the average rate charged has continued to fall to £30.33 per session in 2021 compared to £31.34 per session in 2020 (£33.27, 2019). A reduction of 8.8% over three years.

In-person counselling

As reported previously, the COVID-19 pandemic meant that at the start of 2021, all counselling sessions were delivered online. As the environment improved, the opportunity for face-to-face counselling returned. To do this, the agency's facilities required a significant upgrade, providing counselling in a clean, safe environment. The agency made a substantial one-time investment of £11,164 to re-decorate, install new carpets and fittings, and acquire new air purifying machines for all counselling rooms. The impact of these renovations has been a great success with bright, clean, professional rooms available for use which have been very well received by clients and counsellors alike.

Outreach

The agency continues to build its profile through strong external relationships with local healthcare providers. During COVID-19 pandemic we were invited to join the Bucks Mental Health Voluntary Sector Response Group, set up by the NHS: IAPT. We continue to attend bi-monthly meetings which have raised our profile in the South Buckinghamshire and South Oxford area. These links have helped to promote the availability of our services across the region.

Infrastructure and technology

In addition to the refurbishments, the trustees and management team ensured operating policies and processes were maintained and communicated to clients and counsellors. This meant that the Agency was able to operate efficiently throughout the pandemic, allowing in-person meetings wherever appropriate.

A benchmarking review of our Information Technology needs resulted in improvements to operating systems, data storage and security, resulting in a reduction in duplication and errors. This has increased the time available to spend with clients. Investments in Microsoft Office 365 and the practice management system Counsel-360 began at the end of 2021 and will be completed in the first half of 2022.

Reserves Policy and Risk Management

The directors consider that, for the company to meet its long-term objectives and be in a position to undertake specific projects and take advantage of other opportunities as they arise, unrestricted reserves should be sufficient to cover six month's total expenditure. Pleasingly, with the increase in charitable donations received during the year, this level of reserves was maintained again at the end of 2020. The directors consider that current reserves are sufficient in the medium term but continue to focus on the initiatives, outlined in the review of activities, which it is hoped will contribute to an increased level of reserves in future years.

Directors' Responsibility in Relation to the Financial Statements

The law applicable to charitable companies in England and Wales requires the directors to prepare financial statements for each financial year which give a true and fair view of the Company's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements the Directors are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The directors are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention of fraud and other irregularities. The report has been prepared in accordance with the special provisions of section 477 of the Companies Act 2006 relating to small companies.

Approved by the Directors and signed on their behalf by Clare Wyatt, Chair.

Clare Wyatt

Clare Wyatt (Sep 28, 2022 15:15 GMT+1)

Sep 28, 2022

CM Wyatt

Date

Independent examiner's report to the trustees of South Bucks Counselling

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2020, which are set out on pages 5 to 8.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

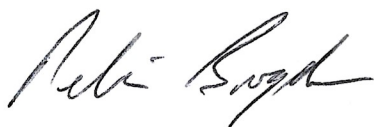
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's report

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Peter Brogden
27 September 2022

South Bucks Counselling
Statement of Financial Activities
For the year ended 31 December 2021

	Notes	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Income and endowments from:			
Donations		21,596	27,295
Charitable activities			
Counselling		51,691	46,520
Conference and training courses		-	-
Total for charitable activities		51,691	46,520
Income from investments:			
Bank interest		5	34
Total income and endowments:		73,292	73,849
Expenditure on:			
Charitable activities:			
Counselling	3	75,288	58,941
Conference and training courses		-	-
Governance costs		350	300
Total expenditure on charitable activities		75,638	59,241
Net income (expenditure) for the year		(2,347)	14,608
Total funds brought forward		54,934	40,326
Total funds carried forward		52,587	54,934

South Bucks Counselling
Balance Sheet at 31 December 2021

	Notes	2021 £	2020 £
Fixed assets			
Net book value at 31 December 2021	4	-	-
Current assets			
Debtors	5	-	-
Prepayments	6	710	610
Cash at Bank and in Hand		54,564	57,190
		<u>55,274</u>	<u>57,800</u>
Current liabilities			
Creditors falling due within one year	7	2,687	2,866
Net current assets		<u>52,587</u>	<u>54,934</u>
Total net assets		<u>52,587</u>	<u>54,934</u>
Unrestricted Funds		<u>52,587</u>	<u>54,934</u>

Audit exemptions

For the year ended 31 December 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of the accounts.

The Accounts were approved by the Board of Directors and signed on its behalf on the 30-Sep-22


[Clare Wyatt \(Sep 28, 2022 15:15 GMT+1\)](#)

By: C Wyatt


C Bushnell

Sep 28, 2022

Sep 28, 2022

South Bucks Counselling
Notes to the accounts
For the year ended 31 December 2021

1 Company Status

South Bucks Counselling is a company limited by guarantee and not having a share capital. The members have each undertaken to contribute such a sum as may be required, not exceeding £1, in the event of the company being wound up. South Bucks Counselling is also a registered charity (No. 1095554) and as such is exempt from all forms of direct taxation.

2 Accounting Policies

(a) Accounting Period

The 2021 accounts cover the 12 months to 31 December 2021

(b) Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes(s) to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

(c) Donations

Donations comprise grants which have been credited to income in the year in which they are received.

(d) Charitable activities

Income from charitable activities is credited in the year in which it arises.

(e) Expenditure

Expenditure is included in the Statement of Financial Activities on an accruals basis.

(f) Depreciation

Depreciation of assets which comprise office equipment was provided at 25%.

3 Expenditure on charitable activities

	Counselling activities 2021 £	Counselling activities 2020 £
Counsellors' costs (including travel)	1,872	2,266
Supervision and assessment	13,630	13,545
Office management	29,378	24,552
Premises	23,558	12,320
Marketing	2,332	2,415
Insurance	838	798
Telephone	446	436
Professional affiliations	319	349
Bank charges	358	571
Audit & Accounting	1,080	-
Miscellaneous	1,477	1,689
	<u>75,288</u>	<u>58,941</u>

South Bucks Counselling
Notes to the accounts
For the year ended 31 December 2021

	2021	2020
	£	£
4 Fixed Assets		
Office Equipment at cost		
Balance at 1 January 2021	1,651	1,651
Additions during the year	<u>-</u>	<u>-</u>
At 31 December 2021	<u>1,651</u>	<u>1,651</u>
Depreciation		
Balance at 1 January 2021	1,651	1,651
Charge during the year	<u>-</u>	<u>-</u>
At 31 December 2021	<u>1,651</u>	<u>1,651</u>
Net book value at 31 December 2021	<u>-</u>	<u>-</u>
5 Debtors		
Donations	-	-
Other Debtors	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>
6 Prepayments		
Insurance prepaid	<u>710</u>	<u>610</u>
	<u>710</u>	<u>610</u>
7 Creditors		
PAYE and NI	2	2
Independent Examiner's fee	350	300
Miscellaneous	<u>2,335</u>	<u>2,564</u>
	<u>2,687</u>	<u>2,866</u>
8 The average number of employees during the year		
All part time	<u>1</u>	<u>1</u>

SOUTH BUCKS. COUNSELLING

England & Wales - Charity number 1095554

Accounts



Registered charity number 1095554

Registered company number 4491415

Report and financial statements
for the year ended 31 December 2020

Directors' Report for the year ended 31 December 2020

The Directors present their report together with the accounts of the Company for the year ended 31 December 2020. The accounts comply with current statutory requirements.

Registered Charity Number 1095554

Registered Company Number 4491415

Registered Charity Address The Cottage behind The Hub, Easton Street, High Wycombe, Bucks, HP11 1NJ

Directors Clare Wyatt
Shaun Butler
David Farmer
Penelope Holmes
Matthew Provost – resigned on 30 September 2020
Carole Whittle – resigned on 30 April 2020

Secretary & Treasurer Shaun Butler

Bankers NatWest Bank PLC, 22 Market Square, Aylesbury, Bucks HP20 1TR

Governing Document Memorandum & Articles of Association (22 July 2002)

Independent Examiner R A Watson FCA

Public Benefit

Having regard to the Charity Commission's guidance, the Trustees consider that the charity provides a public benefit through the provision of a counselling service to the public by professionally trained and supervised counsellors.

Objectives

The charity's objectives are:

- (a) To provide a professional, confidential and affordable counselling service to persons seeking help for emotional and psychological difficulties in order to help them to cope with and work through problems and issues and to make positive changes in their life.
- (b) To offer training and development opportunities to qualified and trainee counsellors and to provide forums for those wishing to explore an interest in counselling.

Review of Activities

The focus of the Trustees continues to be to ensure the long-term sustainability of the Agency whilst providing professional and affordable counselling to increased numbers of people in South Buckinghamshire. We have been successful in growing the capacity of the agency in 2020, whilst preserving our core psychodynamic ethos. In parallel, we have focused on securing the finances of the Agency by strengthening our reserves.

The year to 31 December 2020 saw Income from Counselling at a similar level to 2019, while costs grew by £2,847. This resulted in a Loss on Counselling activities of £12,721. The increase in costs was driven by increased marketing spend and increased supervision costs following the addition of a fifth supervision group. It is important to note that the growth in costs is as a conscious decision made by Trustees to invest in the agency in the short term, with a view to growing the number of clients that we are able to support over the longer term. There is obviously a time lag between making this investment and seeing higher numbers of clients flowing through the doors. Pleasingly, the loss on counselling activities was more than offset by the level of charitable donations received in 2020. Indeed, 2020 saw the highest level of charitable donations in the agency's history, at £27,295, reflective of the increased awareness of mental health issues resulting from the global pandemic. This has allowed Trustees to strengthen reserves and approach decisions around the future growth of the agency with confidence.

The detailed financial results for the year are set out on pages 5 to 8 of this report.

Covid-19

As we write this report, we remain in the midst of the Covid-19 global pandemic, although the vaccination programme seems to be providing scientists and policy makers with increased confidence that the worst may be over.

During the pandemic, we have followed the advice from Public Health England at all times and have moved to online counselling sessions for all clients. Professional supervision and CPD sessions have also been provided on a remote basis. As an agency that has provided counselling face-to-face historically, this has been a significant adjustment for our counsellors and supervisors, and we are grateful to them for ensuring that the quality of clinical care has been maintained throughout.

During the early months of the pandemic in 2020, we saw a reduction in the number of new client enquiries, leading to a 20% reduction in client counselling sessions in the first 5 months of the year. However, notwithstanding this drop off in demand, Trustees believed that longer term, the pandemic was likely to lead to increased mental health challenges within the local population and so made the conscious decision to increase the capacity of the agency by adding a fifth supervision group and four additional counsellors. Notwithstanding the significant impact on income, Trustees also decided to remove the initial assessment fee for new clients, to make our services more accessible.

The pandemic also provided opportunities to renew and grow our relationships with other health professionals, both in the public and NGO sectors, as part of the Bucks Voluntary Sector Mental Health COVID-19 Response Team. As a consequence of the time invested by our clinical lead in these partnerships the second half of 2020 saw a substantial increase in new client enquiries, and the final 7 months of the year saw 30% more client sessions offered than the same period in 2019. As client numbers increased, we adjusted our counselling offering to ensure we could meet the increased demand and provide capacity for further growth in applications to the agency.

Demand for counselling support continues to be strong and plans are therefore being considered to add a sixth supervision group and a further four counsellors. Face to face counselling is still not currently permitted but Trustees will be working with our clinical lead to ensure that once face to face counselling is permitted by Public Health England, we reopen the Cottage in a safe and controlled manner.

Outlook

Whilst we have seen several local agencies, similar to our own, close in recent years, our focus remains on growing the Agency, building on our core psychodynamic character. During 2021 we will continue to:

- keep focused on our outreach programme to build relationships with key organisations in our local area. Growing client referrals is a key element of our strategy.
- continue to raise the profile of the agency to ensure we reach more people who would benefit from our services
- strengthen the operational capability of the Agency in line with the growth in client demand

Fundraising remains critical to the future health of the agency and we continue to seek support from both local and national grant and fund awarding bodies; fundraising remains a challenge within the current environment of economic uncertainty.

The provision of our counselling services would not be possible without the great efforts of all our volunteers. In particular, the counsellors, who are all professionally trained, give their time freely. Others such as the trustees all work without payment. Also, we recognise that members of staff work over and above their paid hours on a regular basis, due to their dedication to the Agency and our supervisors play a critical role in ensuring the quality of our clinical services. We are indebted to them all for providing a first-class service to our clients, but Trustees would like to pay a particular tribute to Toby Ingham, our Clinical Lead. 2020 has seen us start to reap the rewards of Toby's vision and energy, as a result of which more local people are now benefitting from our help.

Reserves Policy and Risk Management

The directors consider that, for the company to meet its long-term objectives and be in a position to undertake specific projects and take advantage of other opportunities as they arise, unrestricted reserves should be sufficient to cover six month's total expenditure. Pleasingly, with the increase in charitable donations received during the year, this level of reserves was maintained again at the end of 2020. The directors consider that current reserves are sufficient in the medium term but continue to focus on the initiatives, outlined in the review of activities, which it is hoped will contribute to an increased level of reserves in future years.

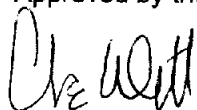
Directors' Responsibility in Relation to the Financial Statements

The law applicable to charitable companies in England and Wales requires the directors to prepare financial statements for each financial year which give a true and fair view of the Company's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements the Directors are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The directors are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention of fraud and other irregularities. The report has been prepared in accordance with the special provisions of section 477 of the Companies Act 2006 relating to small companies.

Approved by the Directors and signed on their behalf by Clare Wyatt, Chair.



23/4/2021

CM Wyatt

Date

Independent examiner's report to the trustees of South Bucks Counselling

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2020, which are set out on pages 5 to 8.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's report

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



RA Watson FCA
32 Station Road
Amersham
Bucks
HP7 0BE

Date: 26 APRIL 2021.

**South Bucks Counselling
Statement of Financial Activities
For the year ended 31 December 2020**

	Notes	Unrestricted funds 2020 £	Unrestricted funds 2019 £
Income and endowments from:			
Donations		27,295	8,228
Charitable activities			
Counselling		46,520	46,098
Conference and training courses		-	-
Total for charitable activities		46,520	46,098
Income from investments:			
Bank interest		34	74
Total income and endowments:		73,849	54,400
Expenditure on:			
Charitable activities:			
Counselling	3	58,941	56,039
Conference and training courses		-	-
Governance costs		300	355
Total expenditure on charitable activities		59,241	56,394
Net income (expenditure) for the year		14,608	(1,994)
Total funds brought forward		40,326	42,320
Total funds carried forward		54,934	40,326

**South Bucks Counselling
Balance Sheet at 31 December 2020**

	Notes	2020 £	2019 £
Fixed assets			
Net book value at 31 December 2020	4	-	-
Current assets			
Debtors	5	-	1,876
Prepayments	6	610	602
Cash at Bank and in Hand		57,190	40,627
		57,800	43,105
Current liabilities			
Creditors falling due within one year	7	2,866	2,779
Net current assets		54,934	40,326
Total net assets		54,934	40,326
Unrestricted Funds		54,934	40,326

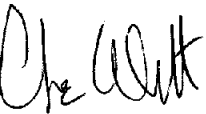
Audit exemptions

For the year ended 31 December 2019 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of the accounts.

The Accounts were approved by the Board of Directors and signed on its behalf on the *03 APRIL 2021*


23/4/2021

By: C Wyatt



S Butler

South Bucks Counselling
Notes to the accounts
For the year ended 31 December 2020

1 Company Status

South Bucks Counselling is a company limited by guarantee and not having a share capital. The members have each undertaken to contribute such a sum as may be required, not exceeding £1, in the event of the company being wound up. South Bucks Counselling is also a registered charity (No. 1095554) and as such is exempt from all forms of direct taxation.

2 Accounting Policies

(a) Accounting Period

The 2020 accounts cover the 12 months to 31 December 2020

(b) Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes(s) to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

(c) Donations

Donations comprise grants which have been credited to income in the year in which they are received.

(d) Charitable activities

Income from charitable activities is credited in the year in which it arises.

(e) Expenditure

Expenditure is included in the Statement of Financial Activities on an accruals basis.

(f) Depreciation

Depreciation of assets which comprise office equipment was provided at 25%.

3 Expenditure on charitable activities

	Counselling activities 2020	Counselling activities 2019
	£	£
Counsellors' costs (including travel)	2,266	5,548
Supervision and assessment	13,545	10,356
Office management	24,552	22,812
Premises	12,320	12,120
Marketing	2,415	165
Insurance	798	764
Telephone	436	487
Professional affiliations	349	319
Bank charges	571	273
Miscellaneous	1,689	3,195
	<u>58,941</u>	<u>56,039</u>

South Bucks Counselling
Notes to the accounts
For the year ended 31 December 2020

	2020	2019
	£	£
4 Fixed Assets		
Office Equipment at cost		
Balance at 1 January 2019	1,651	1,651
Additions during the year	-	-
At 31 December 2019	<u>1,651</u>	<u>1,651</u>
Depreciation		
Balance at 1 January 2019	1,651	1,651
Charge during the year	-	-
At 31 December 2019	<u>1,651</u>	<u>1,651</u>
Net book value at 31 December 2019	<u>-</u>	<u>-</u>
5 Debtors		
Donations	-	-
Other Debtors	-	1,876
	<u>-</u>	<u>1,876</u>
6 Prepayments		
Insurance prepaid	610	602
	<u>610</u>	<u>602</u>
7 Creditors		
PAYE and NI	2	5
Independent Examiner's fee	300	300
Miscellaneous	2,564	2,474
	<u>2,866</u>	<u>2,779</u>
8 The average number of employees during the year		
All part time	<u>1</u>	<u>1</u>